excludes the table of contents, resume(s), letter(s) of commitment, corporate experience reference information forms, company past performance surveys, benefits package and transition plan). For interpretation of page guidelines, the front and back of a single sheet are counted as two pages. Except for illustrations, the proposed text shall be typed (the font to be used is Arial, Courier, Times New Roman or Calibri and shall in no case be less than size 11) and printed, unreduced, on size 8 1/2-inch by 11-inch paper with minimum left and right margins of 1/2-inch. The 11 x 17 inch paper printed on one side used for spreadsheets, charts, tables or diagrams are counted as one page. Pages shall be sequentially numbered with the page number on each page. The page guidelines constitute a limitation on the total amount of material that may be submitted for evaluation. No material may be incorporated in any proposal by reference, attachment, or appendix, as a means to circumvent the page limitation.

- (ii) If a Technical, Management, and Business Proposal is received which exceeds the page limitation, the additional pages will not be read or evaluated by DOE.
- (iii) A proposal shall be eliminated from further consideration before the initial ratings if the proposal is so grossly and obviously deficient as to be totally unacceptable on its face. For example, a proposal shall be deemed unacceptable if it does not represent a reasonable initial effort to address the essential requirements of the RFP, or if it clearly demonstrates that the offeror does not understand the requirements of the RFP.
- (b) Format and Content.
- (1) Volume II, Technical, Management, and Business Proposal, shall include the following components:
 - (i) Table of Contents.
 - (ii) List of Tables and Figures (if applicable).
 - (iii) Technical, Management, and Business Summary.
 - (iv) Technical, Management, and Business Approach and Discussion.
- (2) These major headings may be subdivided or supplemented by the offeror as appropriate.
 - (i) Technical, Management, and Business Summary. This section shall contain a brief summary of the key points of the proposal.
 - (ii) Technical, Management, and Business Approach and Discussion. This section shall contain the major portion of the Technical, Management, and Business Proposal. It should demonstrate the offeror's capability in meeting the technical, management, and business requirements set forth in the SOW and other terms and conditions of the solicitation. It should clearly address each of the Technical, Management, and Business Evaluation Criteria set forth in Part IV--Section M. It should follow the same order as the evaluation criteria listed in Part IV-- Section M, and each part of the section should be identified with the pertinent evaluation criterion number. Information provided by the offeror should include, but is not limited to, the following requested data under each criterion and subcriterion:

<u>Criterion 1 – Technical, Management and Business Approach:</u>

Discuss the offeror's understanding of the work and its approach for performing the work in a customer focused and timely manner, prioritizing the tasks as described in the SOW, operating at or below estimated ceiling price, and reporting and accounting by task, funds, and other program requirements. Discuss the approach for maximizing the work that can be accomplished through technical, business, cost, and productivity efficiencies. Discuss any technical risks and approach for minimizing those risks.

Discuss approach to integrating safety including the Integrated Safety Management System program, quality assurance, and security into the offeror's proposed infrastructure. Discuss the offeror's approach to managing planned and unplanned (emergency) work assignments, implementing and maintaining effective manpower scheduling controls, and meeting reporting requirements to manage work functions.